



## 6. Issuance of Shipping Permit and Veterinary Health Inspection Report

Shipping permit and veterinary health inspection report is issued to ensure the good condition and health of crops, livestock and poultry upon transport in any mode of transportation.

<b>Office or Division:</b>	Office of the Municipal Agriculturist			
<b>Classification:</b>	Simple			
<b>Type of Transaction:</b>	G2C - Government to Citizen			
<b>Who may avail:</b>	Farmers/Livestock and Poultry Raisers			
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
Credential of the Livestock (1 original copy)		Client		
Pictures (1 original copy)		Client		
Official Receipt (1 original copy)		Municipal Treasurer's Office (Windows 1-6)		
<b>Client Steps</b>	<b>Agency Action</b>	<b>Fees to be paid</b>	<b>Processing Time</b>	<b>Person Responsible</b>
1. Fill up request form at the receiving area.	1. Receive filled up request form and issue order of payment to the client based on the number and kind of animals/plants to be shipped or certified	None	5 Minutes	<i>Agricultural Technologist</i> Office of the Municipal Agriculturist
2. Pay corresponding fees to the Municipal Treasurer's Office (Windows 1-6)	2. Issuance of Official Receipt	Please refer to Table of Fees	5 Minutes	<i>Revenue Collection Clerk II</i> Municipal Treasurer's Office
3. Present the Official Receipt and claim the shipping permit or the veterinary health inspection report	3. Issue shipping permit or veterinary health inspection report	None	5 Minutes	<i>Veterinarian 1</i> Office of the Municipal Agriculturist
	<b>TOTAL</b>	<b>Please refer to Table of Fees</b>	<b>15 Minutes</b>	



<b>Table of Fees</b>	
Swine/hog	P 85.00
Carabao/cattle/calf	P 110.00
Goat	P 85.00
Horse	P 110.00
Poultry & chicks	P 55.00/5 heads
Fighting cock	P 55.00
Pet birds	P 55.00
Pet animals (dog,cat,etc.)	P 11.00
Plants of any kind	P 110.00
Various fruits	(1 to 30 kgs)- P 70.00 every 30 kgs plus P 70.00